

Reserve Officer Data Card

Please make handwritten changes where applicable, then FAX to NAVFAC Code RP at (202) 685-1465 or DSN 325-1465. Updated RODCs can also be mailed to COMNAVFACENGCOM (Attn: Code RP), 1322 Patterson Ave SE, Suite 1000, Washington DC 20374-5065 or submitted via e-mail to CodeRPM-o@navfac.navy.mil.

This same contact information (above) can be used to request an electronic file copy of your RODC.

RODC Field Definitions

Personal Data Section	
Prec	Precedence Number. Indicates seniority within CEC community (we can obtain this from NPC)
DOB	Date of Birth
Marital Status	M = Married, S = Single
Sex	M = Male, F = Female
DOR	Date of Rank
Deps	Number of dependents (does not include member)
Ethnicity	C = Caucasian, M = Asian/Pac Islander, H = Hispanic, I = American Indian, N = African American
Home	Home Address (please include 9-digit zip code)
Home Phone	Home Phone Number
CONUS	Y = Resides in continental U.S., N = Resides outside continental U.S.
Work	Work Address (please include 9-digit zip code)
Work Phone	Work Phone Number
Ext	Work Extension (if applicable)
Fax	FAX Number
Title	Work Position or Title
Yrs	Number of Years in Current Position
E-Mail	E-mail addresses (list work and/or home e-mail addresses in preference order)
Detail	Regimental Area of Responsibility (number indicates Regimental area: 3, 7, 9, or 1)
Redcom	Readiness Command based on residence
Acquisition	Acquisition Level 1, 2, 3, S=SAP or N=None
Region	Region based on residence (L=Atlantic, P=Pacific)
Comm Yr	Commissioning Year Group
Warfare	Indicates warfare qualification: SCW = Seabee Combat Warfare; SWO = Surface Warfare; AV = aviation qualification; SUB = submarine qualified

Military History Section	
From	Date Assigned to Billet
Thru	Date Transferred from Billet
Description	Billet Title and Command Description
Active	Y = Active Duty Assignment, otherwise leave blank
NCF	Number of Years in Active Duty NCF Billets
PW	Number of Years in Active Duty PW Billets
ROICC	Number of Years in Active Duty ROICC Billets
STAFF	Number of Years in Active Duty Units other than NCF, PW or ROICC Billets
RNCF	Number of Years in Reserve NCF Units
NRCEP	Number of Years in Reserve NRCEP Units
RESDIV	Number of Years in Reserve NAVFAC Units
OTHER	Number of Years in Reserve Units other than RNCF, NRCEP or NAVFAC

Engineer Skills Section	
Registration	Type of Professional Registration (EIT, PE, RA, AIT, RLS, Bar, etc.)
State	State in which Registered
No.	Skill Number (See Engineering Skills Listing on reverse side)
Level	A = Advanced, B = Intermediate, C = Novice
Description	Skill Description

Educational Data Section	
Year	Year Degree was completed
Degree	Type of Degree (BS, BA, MS, MBA, etc.)
Major	Name of Major Discipline (Civil Eng, Mech Eng, Architecture, etc.)
University	Name of College or University
Foreign Language	Name of Foreign Language (French, Spanish, etc.)
Verbal	Verbal Skill (E = excellent, G = good, F = fair, P = poor)
Written	Written Skill (E = excellent, G = good, F = fair, P = poor)

Engineer Skills

Skill	Description
01	Acoustic, Noise Abatement/Prevention
02	Air Pollution Control
03	Archeological Resources Protection
04	Asbestos Control
05	Bridges
06	CADD Design/Operations
07	Chlorinated Fluorocarbon Technology
08	Clean Rooms
09	Communications Facilities
10	Computer Programming
11	Construction Management
12	Corrosion Control, Cathodic Protection
13	Cost Estimating
14	Drinking Water Treatment and Distribution
15	Ecological Assessments
16	Electrical Distribution Systems
17	Electrical Engineering
18	Endangered Species
19	Environmental Audits/Assessments
20	Environmental Legal or Permitting
21	Facilities Maintenance
22	Fuels Storage and Distribution
23	Gravity Pipelines; Stormwater, Sewer, etc
24	Hazardous Material Control
25	Hazardous Material Management/Disposal
26	Health Care Facilities
27	Historical Preservation
28	Heating Ventilating and Air Conditioning
29	Hydraulics, Pneumatics
30	Industrial Hygiene
31	Interior Design, Space Planning
32	Irrigation; Drainage And Hydrology
33	Installation Restoration Program, Navy
34	Landscape Architecture
35	Lighting
36	Natural Resources Management
37	Nuclear Power
38	Ocean Dumping, Regulations and Criteria
39	Offshore Construction
40	Oil Spill Prevention/Spill Control
41	OSHA Regulations
42	PCB Management

Skill	Description
43	Pesticides/Insecticide Pollution Prevention
44	Force Protection
45	Petroleum Exploration, Refining Storage and Distribution
46	Planning (Community, Regional, Site, etc)
47	Plumbing and Piping Design
48	Power Generation, Transmission
49	Process Plant Design
50	Project Management
51	Public Works Management
52	Radon Assessment and Control
53	Railroad Systems
54	Utility, Service Rate Studies
55	Real Estate Management
56	Recycling; Resource Recovery
57	Risk Assessment
58	Seismic Design
59	Site Remediation
60	Soils; Foundations
61	Solid Waste Management; General
62	Specifications Writing
63	Stormwater Management; Permitting
64	Structural Design
65	Underwater Facilities and Structures
66	Surveying
67	Testing and Inspection Services
68	Transportation (Roads And Highways)
69	Tunnel Design and Construction
70	Underground Storage Tanks
71	Utilities (Gas, Steam, Telephone)
72	Value Engineering
73	Waste Minimization/Prevention
74	Wastewater, Collection, Treatment, Disposal
75	Water Conservation
76	Waterfront Structures
77	Wetlands Protection
78	Well Drilling
79	Energy Conservation
80	Computer Databases
81	Seabee Combat Warfare Specialist
82	Other Warfare Qualification
83	Acquisition Professional Community Member
84	Simplified Acquisition Procedure Course

--